

**Minutes
Board of Health Meeting
Chelan-Douglas Health District
July 20, 2020**

Jill Thompson, Mayor, Town of Waterville and Board of Health Chair, called the meeting to order at 3:11 p.m. Technical issues with the teleconference meeting delayed the start of the meeting.

Board Members Present:

Jill Thompson, Mayor, Town of Waterville
Doug England, Chelan County Commissioner
Kevin Overbay, Chelan County Commissioner
Marc Straub, Douglas County Commissioner
Dan Sutton, Douglas County Commissioner
Sharon Waters, Leavenworth City Council
John Sterk, East Wenatchee City Council
Ruth Esparza, Wenatchee City Council

Staff Present:

Bruce Buckles, Interim Administrator
Malcolm Butler, CDHD Health Officer
Kandis Boersema, Associate Administrator, Interim Board Secretary;
Veronica Farias, Health Communications Director
Cari Hammond, Associate Administrator, Personal Health
Hilary Knelleken, Associate Administrator, Environmental Health

Public Present

Meeting was held via Zoom and phone conferencing with members of the public listening to the meeting.

General Business

Jill Thompson, Mayor, Town of Waterville and Board of Health Chair, stated she must resign from the Board Chair position due to personal reasons and entertained a motion to nominate Dan Sutton, Douglas County Commissioner and Board of Health Vice-Chair to take the Board Chair role. **Ruth Esparza, Wenatchee City Council, made a motion to appoint Dan Sutton as Board Chair. Doug England, Chelan County Commissioner, seconded the motion and it carried unanimously.**

Dan Sutton, Douglas County Commissioner and newly appointed Board Chair, opened the floor for nominations for Board Vice-Chair. Marc Straub, Douglas County Commissioner, nominated Chelan County Commissioner Kevin Overbay. No other nominations were brought forward. **Marc Straub, Douglas County Commissioner, made a motion to appoint Commissioner Overbay as Board Vice-Chair. Ruth Esparza, Wenatchee City Council, seconded the motion and it carried unanimously.**

Consent Agenda

Jill Thompson, Mayor of Waterville, made a motion to approve the consent agenda that includes the June 2020 Board Meeting Minutes and Special Meeting Minutes, June Payroll in the amount of \$243,689.09, June Benefits in the amount of \$83,692.95, and approval of payment of 2020 Vouchers No. 20200319 to 20200392 in the amount of \$97,804.23 and the Contract Matrix including the following:

- 1. Children with Special Needs – Workfirst – Contract 1963-63224 – Amendment #1**
- 2. ABCD Dental Services Contract K2737 – Amendment #2**

Sharon Waters, Leavenworth City Council, seconded the motion and it carried unanimously.

Program Update

Bruce Buckles, Interim Administrator, discussed his initial Internal Needs Assessment with the Board. He stated that all of society is greatly challenged by the issue of anxiety about COVID-19 as we are facing something unlike anything since 1918. He explained that while we have a lot of data, we are also seeing anomalies such as a 28 year old Australian swimmer and ending up with the lungs of a 70 year old man with COPD and having difficulties breathing. We are seeing our businesses close down and with that a great deal of anxiety. A great concern is food security. We are fraught with medical anomalies. We are fraught with economic declines and other social determinates of health. He went on to explain that one essential issue that strikes us all is the limited tools we have with masking, social distancing, and hand washing. It seems that we can do well in certain public situations but we are social creatures and we naturally put our guard down when socializing. He stated that one of the greatest challenges we have is to send out the message that we need to be very conscious of our behaviors. We need efforts to be

collective -looking to society as unified group, not only individual businesses or employers. He explained that to heighten the level of consciousness, CDHD must consider funding an extensive advertising/media campaign. He went on to explain that tremendous effort has been made by the previous Administrator and current staff, but continued staffing and budget issues must be addressed. Multiple changes in staffing have taken place in the previous 6 months and even in the last 2 weeks. He stated that HR is the greatest need at this time, including need for additional epidemiology staff. Many CDHD employees have been working 70 hours per week as staffing is limited. Outside agencies have been assisting CDHD such as Chelan County PUD, Confluence Health and CVCH. Bruce stated that nurse wages need addressed as it impacts CDHD's ability to hire. Discussion followed.

Dan Sutton, Board Chair, requested that the Interim Administrator sit down with department lead staff and make a list of needs and wants and bring it back for further discussion.

Ruth Esparza, Wenatchee City Council, asked what is being done in other Counties to bring COVID case numbers down.

Dr. Butler, Health Officer, stated that he does attend regional calls to stay informed on what others are doing. CDHD is doing similar things in our Counties and that any new ideas that are mentioned and have success are implemented locally.

Bruce Buckles, Interim Administrator, stated that Grant County received \$5.4M dollars in CARES funding and a significant amount was contributed to their local Health District. CDHD needs adequate funding to raise consciousness with an extensive advertising and outreach campaign. He stated that messaging that influences changes in behaviors is most important until there is a vaccine.

Board Discussion

Bruce Buckles, Interim Administrator, stated that opening CDHD to in person services is an ongoing matter. He explained that there are a number of issues of concern. Security of the building has not been addressed for some time and warrant an evaluation at this time. Discussions are taking place related to the potential to open at Phase 2 of the Governor's reopening plan.

Dan Sutton, Board Chair, mentioned the national search for Administrator position and requested input from CDHD attorney on the best process.

Chuck Zimmerman, CDHD Attorney, suggested forming a small committee of 2-3 Board Members to get the process started. He suggested the Board Chair and Board Vice-Chair be on the committee. Board Chair Dan Sutton and Board Vice Chair Kevin Overbay both agreed to on the committee. Dan Sutton, Board Chair, called for a volunteer for the 3rd committee spot. Jill Thompson, Mayor of Waterville, volunteered to be on the committee. **Jill Thompson, Mayor of Waterville, made a motion to form a 3 member committee to assist in the national search for Administrator position. Marc Straub, Douglas County Commissioner, seconded the motion and it carried unanimously.**

Public Comment

Dan Sutton, Board Chair, opened the floor to public comment. No members of the public commented.

New Business

None

Unfinished Business

None

Reports

Kandis Boersema, Associate Administrator of Fiscal and Support Services, reported that through June 2020 with 50% of the year completed, the revenues were at 55% of budget and expenditures were at 56% of budget. She also provided a breakdown of the latest COVID-19 expenditures explaining that the total expenditures include overhead costs. She explained the figures for direct expenditures, overhead and the overall total. Discussion followed.

Cari Hammond, Associate Administrator for Personal Health, reported that personal health staff and environmental health staff continue with COVID response work. Stephanie Snitily, Public Health Nurse, is the lead nurse for processing new COVID cases, conducting case investigation, and providing statistical data to our epidemiologist. It's becoming difficult to balance other communicable disease work with the focus on the pandemic work. Cari reported that both the Women, Infant and Children (WIC) program and Nurse Family Partnership (NFP) program continue to serve clients remotely. WIC

program staff received authorization from Congress to continue remote work through September. Cari announced that Public Health Nurse Janey Duskin-Gilmour was promoted to the NFP supervisor and preparing transition to NFP supervisor and Immunizations Coordinator on July 1st.

Hilary Knelleken, Associate Administrator for Environmental Health, informed the Board that Sean Gombart was hired as a summer EH intern. He is working in the On-site Land Use program for the months of July & August. He is currently a student at the University of Washington and is studying environmental health. UW is paying the cost of the internship. Hilary stated that CDHD appreciates the extra help as the On-Site Land Use program staff are performing normal program work and the program has seen an increase in work despite the pandemic. The program has received 145 more applications than this time last year. Looking at the Food Safety program, Hilary referenced the report which shows the number of routine inspections for permanent and temporary establishments is down significantly as inspections have not been conducted since March. All four (4) food inspectors have been working in COVID response. When the Counties move to Phase 2, program staff will begin inspections again. Hilary explained that the Solid Waste program staff have also been reassigned to work in COVID response. Discussion followed.

Veronica Farias, Health Communications Director, stated her report shows an overview of the current website and social media analytics. The COVID page is the most viewed page of the CDHD website. CDHD staff continue to work with the LatinX advisory group. CDHD also continues outreach efforts in the agricultural industry and faith-based community leaders. Masking surveys are taking place with assistance from Our Valley Our Future throughout both Counties. Masking survey shows 90+% of residents are wearing masks. Radio Ads, Billboards, Newspaper inserts, daily website updates and social media updates continue as a part of CDHD's current communication and outreach efforts. Discussion followed.

Dr. Malcolm Butler, Health Officer, shared a PowerPoint presentation. He reported that as economies have reopened, mobility has increased and COVID-19 has surged in our area. Incident rate for new cases over the last 14 day period is 422.8 per 100,000. The State's target number is 25 per 100,000. He explained that although there has been an increase in testing, that alone does not account for the increase in the positivity rate. Chelan County has a 9% positive rate and Douglas County has a 13% positivity rate. He detailed the clusters reported to the state in June and July. He explained that masking has been broadly adopted and the impact should be reflected in August data. School reopening is unlikely if we cannot bend the curves. He shared

statements from the State situation report detailing the notion that we will not recover without collective behavioral changes. He noted that enforcing essential travel, limiting volumes at state parks and swim areas, and normalizing masking at gatherings would help. He showed various data graphs from DOH showing the incidence in our area. PPE is adequate, testing kits supply chain is faltering. Testing turnaround times have doubled in past two weeks. He reported that CDHD is working with the ESD regarding safe school reopening. He spoke to the need to prioritize educators as essential workers allowing for PPE distribution priority at a State-level. He reported that schools can be an accelerator of COVID-19. When incidence is low, schools will have a small impact on overall spread but when incidence is high, schools will have a huge impact on overall spread. He stated that we must get incidence numbers down in order to open schools. Discussion followed.

Chuck Zimmerman, CDHD Attorney, stated the meeting will require an Executive Session pursuant to RCW 42.30.110 (1) (g) to review the performance of a public employee for approximately 15 minutes. **Kevin Overbay, Chelan County Commissioner made a motion to enter executive session. Jill Thompson, Mayor of Waterville, seconded the motion and it carried unanimously.**

The Executive Session was extended by an additional 30 minutes and adjourned at 5:35 pm.

Kevin Overbay, Board Vice-Chair, reconvened regular sessions and explained that Dan Sutton, Board Chair had to excuse himself from the meeting. Kevin stated that no action will be necessary following the Executive Session.

John Sterk, East Wenatchee City Council, stated he is resigning from the Board and that Sasha Sleiman would be his replacement in August. Kevin Overbay, Board Vice-Chair, thanked John for his service to the Board.

Kevin Overbay, Board Vice-Chair, adjourned the meeting at 5:38 p.m.



Dan Sutton, Board Chair